

job title you would like to move out of storage

## [Return to Control Panel]

Jobs Chosen to be set to Review: 🦂



Job Control Panel	8. Use job tit howev at the Result Filters	filters to help fin les in Review Moo /er it should be lis top : Employer: 001-5	d de, sted Student Employ	9. V me rment Office <u>Res</u>	return to the Job from the job title	e Job Control Panel, click the Actions drop down b title and select "Edit Job"			
Employer Type:	• Add a Job		Search Title, De	scriptio Search		5	elect Action Below	/	✓ Apply Action
Show all Employer Types   Employer Name:	Select/Des	elect All		Show 25 🗸	results pe	er page		1	to 4 of 4  << < > >>
001-Student Employment Office   Job Status:	01-Student Employment Office   Account  Status:			Applications: <u>C</u>	<u>) (0 New)</u>		Employer: Office	001-Sti	udent Employment
<ul> <li>Listed Jobs (0)</li> <li>Pending Approval (0)</li> <li>Review Mode (1)</li> <li>Storage Mode (3)</li> <li>Deleted (0)</li> </ul>	Job Id: Contac Superv Wage:	5993         Status:           :t Person: Test         Locatic           /isor         100 N           \$15.00 /hr         19147		s: Review ion: 17th 10th Fl Ph 7	ila PA	Listed: Job Type: On- Campus Jobs			Actions - Edit Job Manage Application Hire Applicant
10. Increase the number of available openings from 0 to 1, 2, 3, etc. Then select the new Time Frame for this Job. Then scroll to bottom of page and click "Submit" button		Number of Available Openings *		0					
		Hours per Week		10.0 🗸	to 20.0 🗸				
		Time Frame for this Job		Choose	one			~	
		Funding Source(s) *		🗹 On C	Campus Student	Employment	<b>V</b> 0	n Campus Work Study	